



# Metropolitan Nashville Planning Department

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## Contextual Overlay Application

The METROPOLITAN COUNCIL requires all information shown on the checklist below. It is strongly recommended you contact the district councilmember about your zone change application, prior to submitting it to the Planning Dept.

**Application No.** \_\_\_\_\_  
(Assigned by Planning Department staff)

**Date Submitted:** \_\_\_\_\_

Associated cases:  PUD  General Plan Amendment  Subdivision  Mandatory Referral

Map	Parcel(s) <small>If portion, use "part of parcel...."</small>	Current Zoning	Requested Zoning	# of Acres
<b>Total Acres</b>				

Reason(s) for this application: \_\_\_\_\_

**Community Plan Consistency** (to be completed by applicant):

Community Plan # (1-14) \_\_\_\_\_

Land Use Policy (e.g. Neighborhood Maintenance, Neighborhood Evolving, Mixed-Use Corridor, etc.) \_\_\_\_\_

### CONTACT INFORMATION

**NOTE:** All correspondence will be e-mailed to both the property owner and surveyor. If the property is owned by a corporation, LLC, LLP, company, etc. then you'll need to submit a letter on company letterhead or documentation that the individual is authorized to act on behalf of the entity with regard to this particular application. **You must fill-in all information --- fields are not optional.**

**PROPERTY OWNER #1**

Property Owner's Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_  business  home  cell

Phone: \_\_\_\_\_  business  home  cell

Fax: \_\_\_\_\_  business  home

E-mail: \_\_\_\_\_

**Owner Signature:** \_\_\_\_\_

**PROPERTY OWNER #2**

Property Owner's Name : \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_  business  home  cell

Phone: \_\_\_\_\_  business  home  cell

Fax: \_\_\_\_\_  business  home

E-mail: \_\_\_\_\_

**Owner Signature:** \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

**APPLICANT**

Applicant's  
Name: \_\_\_\_\_

Company  
Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_  business  home  cell

Phone: \_\_\_\_\_  business  home  cell

Fax: \_\_\_\_\_  business  home

E-mail: \_\_\_\_\_

**Applicant**

**Signature:** \_\_\_\_\_

Print Name: \_\_\_\_\_

Per Resolution RS2019-1788, I certify that I have notified the district Councilmember of this request, and the Metropolitan Council Office (staff Planning & Codes Liaison: [matthew.wilkinson@nashville.gov](mailto:matthew.wilkinson@nashville.gov) ). The attached email is documentation of said notification.

Initial: \_\_\_\_\_

**Checklist**

- \_\_\_\_\_ Application filled-out completely
- \_\_\_\_\_ Authorization letter on company letterhead for corporation, LLC, LLP
- \_\_\_\_\_ Map showing property to be rezoned
- \_\_\_\_\_ Application fee
- \_\_\_\_\_ Trustees - disclosure of all beneficiaries
- \_\_\_\_\_ Proof of payment of all delinquent property taxes

**Application Fee**  
**New/Cancellation: \$1,375**

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_